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DDA  
EXCOM 9033-80

05 MAR 1980

MEMORANDUM FOR: Executive Committee Members

STAT FROM :   
Special Assistant to the DDCI

SUBJECT : Agenda for Executive Committee Meeting,  
12 March 1980

1. The Executive Committee will meet on Wednesday, 12 March 1980,  
at 3:00 P.M. in the DCI's conference room on three topics:

- Follow-up on Doing More with Less (Compt.)
- Recruiting Process Briefing (OPPPM)
- Uniform Panel Precepts Proposal (OPPPM)

2. A summary of your comments on options presented at the  
16 January meeting for "Doing More with Less" is attached for your  
information. You were previously provided with copies of the proposed  
uniform panel precepts.



Attachment:  
as stated

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## SUMMARY OF COMMENTS ON "DOING MORE WITH LESS"

A review of the directorate responses to the "Doing More With Less" options indicates that Options 1 and 3 are favored. Option 1 is to encourage ongoing activities and establish a central point of contact. Option 3 is to start a program with several pilot efforts that could be expanded to other offices. The pilot efforts suggested in the directorate responses are projects that have already been started: NPIC (DDS&T), Office of Finance, Office of Logistics (DDA). There was no comment on where central management of such an effort should be placed. Highlights of individual responses follow.

### DDA

DDA favors Option 1--that of encouraging ongoing activities. The DDA response outlines two formal productivity programs in development--one in the Printing and Photography Division of the Office of Logistics and the other in the Office of Finance. DDA plans to use these "pilot" activities to form the nucleus of a directorate program on productivity improvement in order to raise the level of productivity awareness in the directorate. DDA proposes to do this by:

- establishing MBO objectives for productivity enhancement,
- reviewing progress of pilot activities,
- regularly stimulating office directors (for example having special conferences), and
- sharing progress with other directorates.

Mr. Wortman has designated his Management Staff as the directorate point of contact.

### DDS&T

DDS&T favors Option 3--they endorse a full commitment to the principles of productivity enhancement but would urge a modest beginning with carefully orchestrated pilot efforts. They propose that NPIC's ongoing efforts in the area of productivity measurement serve as the DDS&T's initial pilot program. Depending on the results of this program and other studies underway, they may launch additional programs in FY 1981 in the following areas:

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- ☐ production,
- OSO technical support and signal analysis activities,
- procurement/inventory, and
- contract administration.

They caution that such efforts are not likely to yield resource savings sufficient to offset growing needs. They also emphasize that productivity enhancement programs be implemented as a complement to a strong management structure, not as a substitute for it.

NFAC

NFAC favors Options 1 and 3. The NFAC response cited the recently formed Planning, Management, and Evaluation Staff as a "pilot" effort to improve planning, management, and quality of NFAC research. Its responsibilities include development of the research production plan, the review of analytic resources, and the review of the NITs. They plan to expand efforts on the quality of NFAC analysis, the interaction with the consumer, and the process of intelligence production itself.

DDO

The DDO response did not indicate which option they favored. The memo states that the present system in DDO evolved over a period of years and is not far away from that adopted by the Bureau of Hearings and Appeals. It also states that they do not want to change their current management system.